

SIGN2.1 – Information Sheet

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Version 1.0

Overview

CER Checklist item: SIGN2.1

The shutdown procedure is incorrect or is not permanently fixed adjacent to the inverter or main switchboard.

Standards reference: AS/NZS 5033:2021 Clause 5.7, AS/NZS 4777.1:2024 Clause 6.2

1. Introduction

SAA has analysed Clean Energy Regulator (CER) inspection data to identify the most common areas of non-compliance. Based on these insights, we have developed educational resources that highlight where issues typically arise and offer practical guidance to support installers in achieving compliance. This document should be read in conjunction with the relevant Standard(s).

SIGN2.1 shall comply with the requirements of AS/NZS 5033:2021 Clause 5.7, AS/NZS 4777.1:2024 Clause 6.2

This document outlines the key requirements for correct installation of equipment and includes examples of observed non-compliances to highlight common installation errors and help prevent their recurrence.

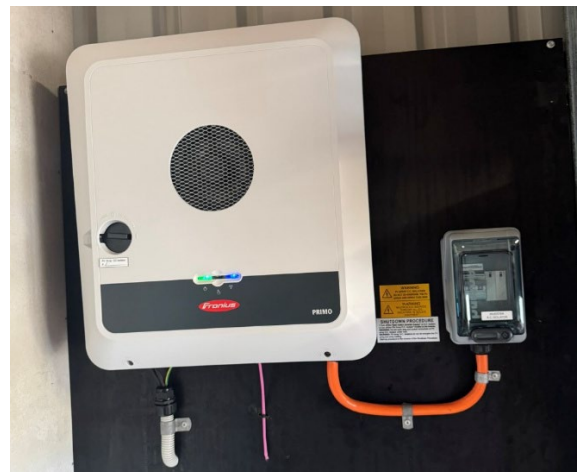


Figure 1: Compliant system with shutdown procedure fixed adjacent.

2. Key Requirements for compliant SIGN2.1

AS/NZS 5033:2021 Clause 5.7 Shutdown Procedure

All systems shall include a shutdown procedure that clearly sets out the steps to safely shut down the system. The procedure shall be placed adjacent to and visible from the equipment to be operated in the event of a shutdown. Where the inverter is adjacent to the switchboard it is directly connected to, the shutdown procedure may be placed within that switchboard.

All labelling of devices shall be consistent with terminology used in the shutdown procedure.

For PV array disconnectors, a warning shall be included in the shutdown procedure stating the following:

WARNING: PV ARRAY d.c. ISOLATORS DO NOT DE ENERGIZE THE PV ARRAY AND PV CABLES.

NOTE 1 — The yellow warning can be separate but added below the shutdown sign so as to simplify sign manufacturing.

AS/NZS 4777.1:2024 Clause 6.2 Signs for emergency shutdown procedure

A permanent sign detailing the shutdown procedure for the IES in the event of an emergency situation shall be installed adjacent to, and visible from, the equipment or the switch to be operated in the event of a shutdown. All labelling of devices shall be consistent with terminology used in the shutdown procedure.

Where the energy source is a photovoltaic array, then the shutdown labelling shall conform with AS/NZS 5033. Where the energy source is a battery system, then the shutdown labelling shall conform with AS/NZS 5139.

NOTE 1: The shutdown procedure in these standards may be used where it details the requirements to shutdown the IES.

Where a building has a fire panel, a sign shall be installed at the fire panel stating “MULTIPLE SUPPLIES” with instructions as to the location of the IES emergency shutdown procedures.

Where the energy source is not de-energized when the IES is shutdown, a warning shall be included in the emergency shutdown procedure indicating that isolation of the energy source, by shutting down the inverter and isolating the IES, may not de-energize the energy source and further actions may be required.

NOTE 2: Manufacturer instructions for startup and shutdown procedures may have optional requirements.

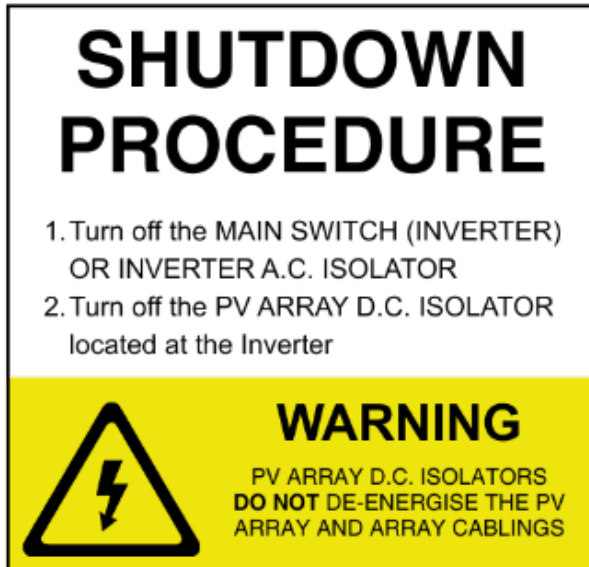


Figure 2: As an example, the shutdown procedure could be as shown.

3. Common non-compliances identified with this CER checklist item

3.1 Shutdown procedure is incorrectly placed and terminology not consistent with equipment installed.

- a) **Non-compliance:** It is frequently observed that this label is installed in an incorrect location. The shutdown procedure must be developed to clearly identify **all installed equipment and all sources of supply**, and it must be positioned so that it is **visible from every item of equipment involved in the isolation process**.

Not all labelling kits include a shutdown procedure label that meets the requirements of the Standard. In many cases, the terminology used on kit-supplied labels does not align with the site-specific shutdown procedure. Regardless of label source, **each piece of equipment must be labelled using terminology that precisely matches both the shutdown procedure and the applicable Standard**.



Figure 3: Incorrect shutdown procedure. Missing yellow warning label for PV Disconnectors.

Inconsistent or mismatched terminology can cause confusion during an emergency shutdown and may result in incorrect isolation steps being taken, significantly increasing electrical safety risks.

- b) **Best Practice:** Develop and install the shutdown procedure as part of **system commissioning**, once all equipment has been installed and finalised. The shutdown procedure should be site-specific, clearly identify every source of supply and all isolation devices using the correct terminology, and be fixed in locations where it is **visible from each item of equipment that must be operated during isolation**. Before leaving site, installers should verify that all shutdown-related labels are present, legible, permanently fixed, and that the terminology used on each label exactly matches both the shutdown procedure and the applicable Standard.



Figure 4: A compliant shutdown procedure is installed adjacent to the PCE.